



Office of Executive Inspector General
for the Agencies of the Illinois Governor
www.inspectorgeneral.illinois.gov

ADMINISTRATIVE RIGHTS– STATE EMPLOYEES

NAME _____ DEPT _____ TITLE _____

DATE _____ TIME _____ LOCATION _____

I understand that I am here today to be interviewed by _____ and _____ from the Office of Executive Inspector General for the Agencies of the Illinois Governor.

I have been informed that this is an administrative investigatory interview and I understand that this investigatory interview is part of an official administrative inquiry, and that pursuant to the State Officials and Employees Ethics Act, 5 ILCS 430/20-70, I am obligated to cooperate.

I further understand that:

- Refusal to cooperate in this investigatory interview could subject me to disciplinary action, up to and including discharge.
- As part of my duty to cooperate, the OEIG is requesting that I keep any information learned as part of this interview confidential.
- My duty to cooperate and the OEIG's request to keep any information learned as part of this investigation confidential still requires me to inform any other investigative or auditing authority, *e.g.*, the Illinois Auditor General, about any knowledge or information I may have regarding fraud, abuse or other misconduct.
- Any false, inaccurate, or deliberately incomplete statements by me, or my refusal to answer, could result in disciplinary action up to and including discharge.
- Any statement made by me in the course of this interview could be used as the basis for disciplinary action up to and including discharge.
- Statements made by me during the course of this administrative interview, and the fruits thereof, **CANNOT** be used against me in a subsequent criminal proceeding.
- I may have a union representative, attorney, or coworker uninvolved in the investigation present with me at this investigatory interview.

I also understand that I have the right to have this interview audio-recorded and the right to decline to have it recorded. Withholding consent to audio-record this interview does not amount to non-cooperation. By affixing my signature I am acknowledging that this form was presented to me and I have had a full opportunity to read it and that I understand my administrative rights.

Employee Date

Witness Date

Witness Date